

Rensselaer Central Schools Corporation

Planning for School Year 2020-2021

**A Guide for Addressing the
Challenges of COVID-19**

Re-Opening Rensselaer Central Schools

Covid-19 has been extremely disruptive to the process of education. Students have been out of school since March 13 and all school activities were cancelled until June 30. In addition to missing out of over three months of classroom instruction, students have also missed the social and athletic activities that are part of school.

When students re-enter school in the fall, RCSC seeks to provide a safe environment where students can participate in the learning and social opportunities provided by our school.

The plans contained in the document represent a continuum of options ranging from on-campus instruction to Distance Learning.

The conditions, current medical landscape, and growing body of knowledge surrounding COVID-19 continue to evolve. This reality presents challenges to planning, preparing, and guiding school operations. **RCSC will continue to make revisions as new guidance comes from the Indiana Department of Education (IDOE), the Governor's Office, the Indiana State Department of Health (ISDH), and the Indiana General Assembly (IGA). The Jasper Department of Health and RCSC's school attorney and insurance providers will also provide input on the re-entry plan.**

This document was created by the Rensselaer Central School Corporation with input from administrators, teachers, the health department and community members. Resource materials for the plan include:

- Indiana Department of Education (IDOE) *"Consideration for Learning and Safe-Schools Re-Entry"* guidance document
- Georgia's K-12 Recovery Plan

Implementing proper preventive measures will be critical to the prevention of the spread of COVID-19. Preventive measures from the Center for Disease Control (CDC) are provided below:

Screening at Home

Students and employees will receive training to recognize COVID-19 symptoms. Students and adults experiencing these symptoms should not attend school. Families are recommended to take temperatures daily before going to school.

- A fever of 100.4 °F or higher
- Cough
- Shortness of breath or difficult breathing
- Chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

General Safety Precautions Throughout the Day

- Schools will practice increased cleaning and disinfection procedures.
- All students and staff will be encouraged to wash/clean their hands regularly.
- Face coverings are recommended for staff and students but not required except for high school and middle school art at the recommendation of the Jasper County Health Department. For these classes, students work together at tables facing each other and that presents a higher risk. Students who do not want to wear a mask in art will be assigned another class.
- Sharing of supplies and equipment will be limited and disinfected between uses.
- Hand sanitizer will be available in all classrooms.
- High touch areas will be cleaned and sanitized more frequently.

Medically Fragile/High Risk Students and Staff

Medically fragile students are at high-risk of severe medical complications if exposed to COVID-19, and therefore may be unable to attend school. Discussion should occur with the child's health care provider to determine whether continued remote learning is the appropriate plan until adequate immunization can occur. The determination of the services to be provided must be made by school administration based upon the individual student's medical and educational needs.

Teachers and staff who are 60 years and older or who have underlying health conditions should consult with a health care provider to determine procedures to reduce risk of infection.

Confirmed Case of COVID-19 on School Property

When there is confirmation a person infected with COVID-19 was on school property, RCSC will contact the Jasper County Health Department and the Indiana Department of Education. The decision to keep school open or closed will be made with health department guidance.

It is the responsibility of the Jasper County Health Department to contact the person confirmed with COVID-19 and provide further information.

Framework for Reopening

A review of the level of community spread in Jasper and surrounding counties shows Jasper County aligns with the "Low/No Spread" and "Minimal/Moderate Spread" categories aligned below.

RCSC will continue to monitor the rate of community spread on the Indiana State Department of Health web site and consult with the Jasper County Health Department.

If the level of community spread changes, the RCSC plan will be modified to reflect the increased rate of infection.

Wearing of Masks

According to RCSC Board Policy 8450.01, "reopening plans will address matters of dress related to health, such as the wearing of face masks or face coverings. As such, during times of elevated communicable disease community spread, all Corporation staff, students, volunteers and visitors (including vendors) must wear appropriate face masks/coverings on school grounds unless:

- A. Not mandated by Government Guidelines;
- B. It is unsafe to do so;
- C. Doing so would significantly interfere with the Corporation's educational and operational processes; or
- D. And employee's Section 504 plan or a Student Individualized Educational Program (IEPP) or Section 504 plan provides otherwise.

as well as any other requirements issued by State or local Health Departments.

All face masks/coverings shall meet the requirements of the appropriate dress/staff grooming policies.




RCSC will follow the directions of the Governor, Indiana Health Department and Jasper County Health Department in regards to face coverings. The most guidance on the wearing of masks will be followed.

Mask/facial coverings must meet the standards of appropriate dress.

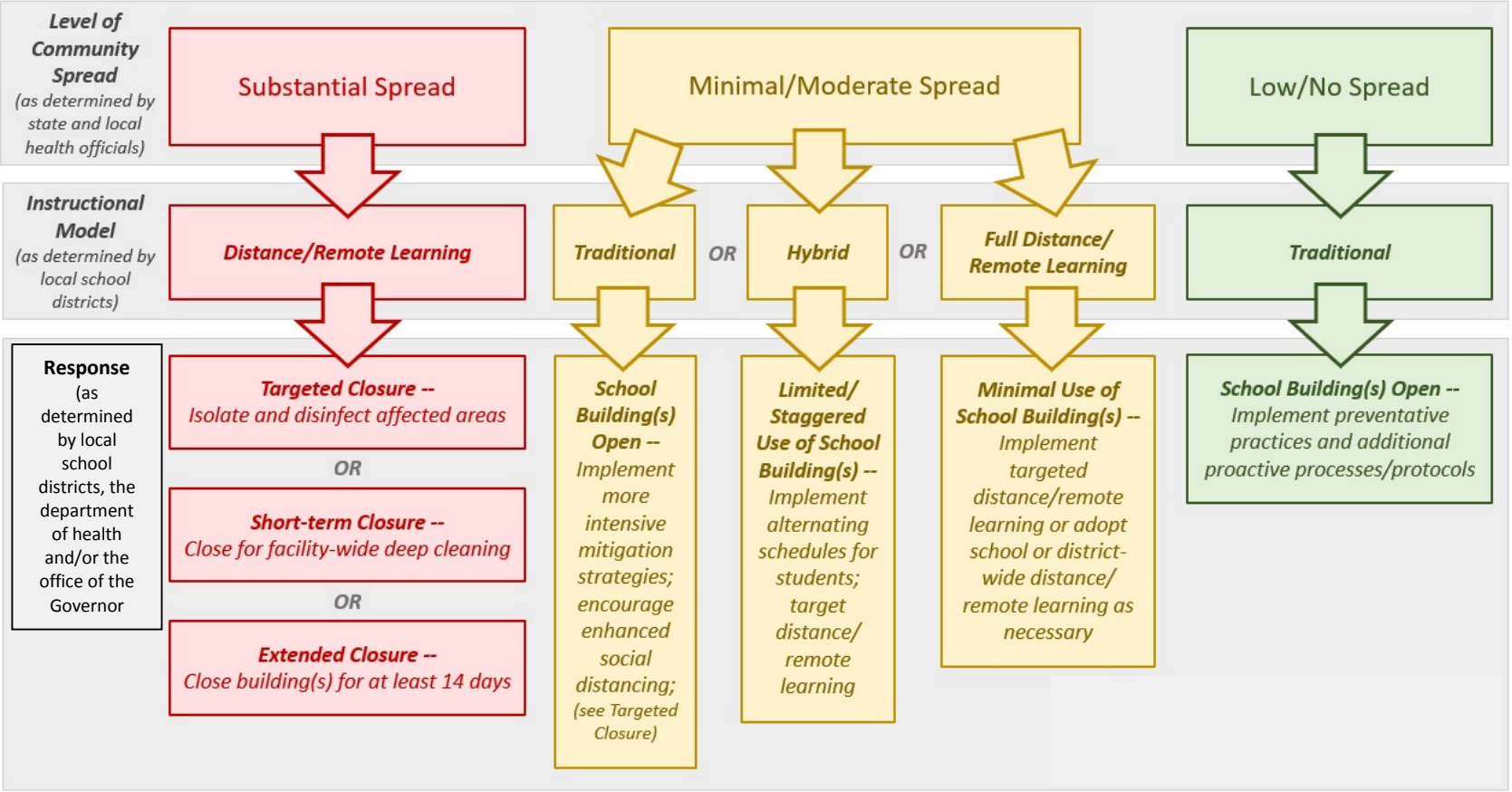
Framework for Re-Opening

Substantial Spread	Minimal/Moderate Spread	Low/No Spread
<ul style="list-style-type: none"> Coordinate with local and state health department officials Participate in contact tracing efforts and specimen collection efforts as directed by local health officials (to the extent feasible) Schools that are closed, remain closed until opened by Governor’s order. Implement distance/remote learning (see <i>Serving School Meals and Supporting Teaching and Learning</i>). Close off affected areas and if possible, wait 24 hours before cleaning and disinfecting. Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness (see <i>Protecting Vulnerable Populations for considerations</i>) <p>For additional guidance on addressing community spread, see the CDC’s Considerations for Schools</p>	<ul style="list-style-type: none"> Establish and maintain communication with local and state health department officials Participate in contact tracing efforts and specimen collection efforts as directed by local health officials (to the extent feasible) Implement enhanced social distancing measures (see <i>Transitioning, Large Group Gatherings, and Teaching and Learning</i>) Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols Establish a protocol for students/staff who feel ill/experience symptoms when they come to school (see <i>When a Child, Staff Member, or Visitor Becomes Sick at School</i>) Isolate and deep clean impacted classrooms and spaces Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness (see <i>Protecting Vulnerable Populations for considerations</i>) <p style="color: red;"><i>Districts have the authority and flexibility to close school buildings and utilize distance/remote learning as needed.</i></p>	<ul style="list-style-type: none"> Establish and maintain communication with local and state health department officials Participate in contact tracing efforts and specimen collection efforts as directed by local health officials (to the extent feasible) Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols Establish a protocol for students/staff who feel ill/experience symptoms when they come to school (see <i>When a Child, Staff Member, or Visitor Becomes Sick at School</i>) Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness (see <i>Protecting Vulnerable Populations for considerations</i>)

Definitions


	<p>Recommendations regarding face coverings differ based on the level of community spread and can be found throughout this document. Information should be provided to staff, students, and families on proper use, removal, and washing of cloth face coverings. Any policy regarding face coverings should be sensitive to the needs of students and staff with medical issues that make the wearing of a face covering inadvisable.</p> <p>> CDC Guidance</p>		<p>Hand sanitizers should contain at least 60% alcohol and only used with staff and older children who can safely use hand sanitizer. Hand soap should be used for younger children.</p> <p>> CDC Guidance</p>		<p>Ensure safe and correct application of disinfectants and keep out of reach of children.</p> <p>> CDC Guidance</p>
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Rensselaer Schools Path to Recovery







Rensselaer Schools Path to Recovery

Level of Community Spread (as determined by state and local health officials)

	Substantial Spread RECOMMENDATIONS	Minimal/Moderate Spread RECOMMENDATIONS	Low/No Spread RECOMMENDATIONS
<p>Practicing Prevention</p> 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> Use social media and other communications to inform parents, students, and staff about COVID-19 symptoms, preventative measures, good hygiene, and school/district specific protocols Encourage COVID-19 testing <p>CDC Guidance</p> <ul style="list-style-type: none"> How to Protect Yourself and Others COVID-19 Symptoms COVID-19 and Children Communication Tools <p>CDC COVID-19 Self-Checker</p> <p>Indiana Department of Public Health COVID-19</p> <ul style="list-style-type: none"> website Contact ISDH Public Resources COVID-19 Dashboard Live Chat with State Information Center Find COVID-19 testing sites FAQ <p>Contact ISDH</p> <ul style="list-style-type: none"> Call: 800-457-8283 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> Teach and reinforce good hygiene measures such as handwashing, covering coughs, and face coverings Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and frequently trafficked areas Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols. Clean/disinfect frequently touched surfaces at least daily and shared objects after each use Recommend or require masks or facial coverings as required by the Governor, Indiana Department of Health and the Jasper County Dept. of Health. Implement procedures as required by the Governor, Indiana Department of Health and Jasper County Department of Health Take steps to ensure all water systems and features are safe Turn off water fountains and provide bottled water or allow students and staff to bring water bottles from home Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, as long as this does not pose a safety or health risk to students or staff Conduct deep cleaning of schools prior to students/staff returning; schedule additional cleanings during weekends or school holidays/breaks 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> Teach and reinforce good hygiene measures such as handwashing, covering coughs, and face coverings Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and frequently trafficked areas Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols. Clean/disinfect frequently touched surfaces at least daily and shared objects after each use Allow students and staff to bring hand sanitizer and face masks/coverings to use from home Allow staff to wear face masks/covering, and other appropriate PPE as desired Take steps to ensure all water systems and features are safe Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, as long as this does not pose a safety or health risk to students or staff Conduct deep cleaning of schools prior to students/staff returning; schedule periodic cleanings during weekends or school holidays/breaks (to the extent practicable) <p>CDC Guidance</p> <ul style="list-style-type: none"> Reopening Guidance for Cleaning and Disinfecting Schools Guidance for Reopening Buildings After Prolonged Shutdown

<h2 style="text-align: center;">Transporting Students</h2> 	<p>School buildings are closed; Resume Grab and Go meal pickup</p> <p>District/School Considerations:</p> <ul style="list-style-type: none"> Reduce contact by providing a week's worth of meals during a designated time (ex: delivering a week's work of meals every Monday)² <p><i>²Subject to future USDA meal waiver approval</i></p>	<p>District/School Considerations:</p> <ul style="list-style-type: none"> Recommend or require masks or facial coverings as required by the Governor, Indiana Department of Health and the Jasper County Dept. of Health. Screen students and bus drivers for symptoms of illness and utilize spaced seating (to the extent practicable) Eliminate field trips Clean and disinfect frequently touched surfaces on the bus at least daily Establish protocols for bus stops, loading/unloading students to minimize congregation of children from different households <p>CDC Guidance</p> <ul style="list-style-type: none"> What Bus Operators Need to Know 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> Allowing bus drivers and students to wear face masks/coverings Limiting field trips (to areas of limited/low transmission) Inspecting buses prior to students returning and as part of a regular rotation Cleaning and disinfecting frequently touched surfaces on the bus at least daily Airing out buses when not in use
<h2 style="text-align: center;">Entering School Buildings³</h2>  <p>³<i>School Calendars: Local school districts have authority over school calendars – meaning they have full authority to set start and end dates, holidays/breaks, and school hours, provided instructional requirements are met.</i></p>	<p>School buildings are closed; districts should require only that <i>essential staff</i> report in-person to carry out functions that are <i>absolutely necessary</i>.</p> <p>District/School Considerations:</p> <ul style="list-style-type: none"> District/school leaders must remain vigilant and purposeful as they determine roles, responsibilities, and reporting requirements for staff, refraining from blanket reporting requirements District/school leaders should leverage virtual tools and platforms wherever possible to conduct essential business and keep in-person reporting to an absolute minimum during school closures 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols. Establish a protocol for students/staff who feel ill/experience symptoms when they come to school (see <i>When a Child, Staff Member, or Visitor Becomes Sick at School</i>) Mark spaced lines to enter the building and designate entrance and exit flow paths Screen students and staff (to the extent practicable): <ul style="list-style-type: none"> Take temperatures if practical before entering buildings Isolate and send home if internal temperature over 100.4°F (38°C) Consider safety and privacy concerns (confidentiality should be maintained) Establish a protocol for visitors: calling front office before entering, screening visitors, requesting use of face coverings/masks, etc. Restrict nonessential visitors and volunteers. Establish a protocol for student pick/drop up: staggered entry and release (by grade, class, or bus numbers), marked spacing for pickup 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> Provide hand sanitizer for students and staff Limit unnecessary congregations of students and staff Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols Establish a protocol for students/staff who feel ill/experience symptoms when they come to school (see <i>When a Child, Staff Member, or Visitor Becomes Sick at School</i>) Establish a protocol for visitors: calling front office before entering, screening visitors, requesting use of face coverings/masks, etc. <p>American Health Care Association</p> <ul style="list-style-type: none"> COVID-19 Screening Checklist for Visitors <p>Society for Human Resources Management (SHRM)</p> <ul style="list-style-type: none"> Coronavirus Warning Poster for Entrances

<p>Serving Meals</p> 	<p>School buildings are closed.</p> <p>District/School Considerations:</p> <ul style="list-style-type: none"> • Practice established social distancing protocols to the greatest extent practicable • Provide PPE to participating staff • Reduce contact by providing a week’s worth of meals during a designated time (ex: providing a week’s worth of meals every Monday)² • Distribute printed instructional packets/ materials and district/school communications along with meals <p><i>²Subject to future USDA meal waiver approval</i></p>	<p>District/School Considerations:</p> <ul style="list-style-type: none"> • Allow student hand washing before and after meal service • Provide hand sanitizer for students and staff • Use disposable plates, utensils, etc. • Mark spaced lines to enter the cafeteria and serving lines (to the extent practicable); designate entrances and exit flow paths; stagger use • Conduct cleaning of cafeterias and high-touch surfaces throughout the school day <p>Alternative Serving Models:</p> <ul style="list-style-type: none"> • Serving meals in classrooms • Serving meals in cafeterias with: <ul style="list-style-type: none"> ○ Spaced serving lines (marked on floors) ○ Spaced seating (utilize outdoor space as practicable and appropriate) ○ Longer meal periods for more staggered meal delivery (utilizing state seat time waiver to extend meal periods) ○ Consider pre-packaged boxes or bags for each student instead of traditional serving lines. Sharing of foods and utensils is not allowed. 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> • Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> ○ Providing hand sanitizer for students and staff ○ Allowing students and staff to wear face masks/coverings while in large group gatherings ○ Conducting cleaning of cafeterias and high-touch surfaces throughout the school day
<p>Transitioning</p> 	<p>School buildings are closed.</p>	<p>District/School Considerations:</p> <ul style="list-style-type: none"> • Limit mixing between groups (to the extent practicable) • For class changes and other transitions throughout the school day: <ul style="list-style-type: none"> ○ Provide additional time for transitions ○ Designate areas of the hallway (i.e. lanes) as flow paths to keep students separated students to minimize congregation of students ○ Plan staggered class (ex: by hall, odd/even room numbers, grade/ discipline) changes to decrease number of students in hallways at one time ○ Have the same group of students stay with the same staff (all day for young children and as much as feasible for older children) 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> • Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> ○ Allowing students and staff to wear face masks/coverings while in large group gatherings ○ Conducting cleaning of hallways and high-touch surfaces throughout the school day ○ Designating areas of the hallway (i.e. lanes) to walk to keep students separated (to the extent practicable)

<p>Conducting Large Group Gatherings</p> 	<p>School building are closed. Abide by the maximum number of people allowed to congregate as defined by the Governor’s current statewide Executive Order</p>	<p>District/School Considerations:</p> <ul style="list-style-type: none"> Abide by the maximum number of people allowed to congregate as defined by the Governor’s current statewide Executive Order Discourage the congregation of students in parking lots and common areas Stagger the schedule for large group gatherings (i.e. recess and school meals) Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing Follow <i>RCSC plan</i> for sporting events and practices 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> Providing hand sanitizer for students and staff Allowing students and staff to wear face masks/coverings Limiting unnecessary congregations of students and staff Follow <i>RCSC plan</i> guidelines for sporting events and practices
<p>Supporting Teaching and Learning</p> 	<p>School buildings are closed.</p> <p>District/School Considerations:</p> <ul style="list-style-type: none"> Implement Distance Learning Plan Distribute printed instructional packets/materials and district/school communications along with meals. <p>Resources</p> <ul style="list-style-type: none"> Educator’s Guide to Safe and Effective Video Conferencing (Education Week) RCSC Resources for Distance Learning 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> Survey families to gauge which students may want to conduct their schooling virtually for the 2020-2021 school year. while student stays at their home school) <p>Traditional Instructional Model</p> <ul style="list-style-type: none"> <i>Schools can deliver traditional instruction under Minimal/Moderate Spread by implementing the recommendations outlined in this guidance. District or school-wide distance/remot learning is allowable and a local decision.</i> Use the master schedule to balance class numbers as much as possible – remove unused desks and furniture in classrooms; maximize social distancing (to the extent practicable) Limit physical interaction through partner or group work Establish distance between the teacher’s desk/board and students’ desks Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing <p>Hybrid Instructional Models</p> <ul style="list-style-type: none"> <i>Hybrid models should only be implemented if absolutely necessary and after factoring in additional logistical requirements/costs as well as day care requirements placed on working families and unnecessary burden on staff. Consider allowing special education students to continue in person instruction as these students often rely on</i> 	<p>District/School Considerations:</p> <ul style="list-style-type: none"> Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> Providing hand sanitizer for students and staff Conducting cleaning of classrooms and high-touch surfaces each day Limiting physical interaction through partner or group work Surveying families’ interest in continuing online learning to reduce number of students requiring face-to-face, traditional instruction Establish an academic baseline: <ul style="list-style-type: none"> Administer formative assessments toward the start of the school year RCSC provides: <ul style="list-style-type: none"> ? (kindergarten) NWEA (grades K-10) Conduct meetings with teachers to identify where students are academically Discuss the shared experience: <ul style="list-style-type: none"> Helping Children Cope with Changes Talking to Children about COVID-19 Teaching Through a Pandemic

Supporting Teaching and Learning (cont.)



American School Counselor Association

- [School Counseling During COVID-19: Online Lessons and Resources](#)

School Library Media Specialists

- [School Media Specialists Can Help During Crisis \(School Library Journal\)](#)
-

daily routines and social interactions to address their individual learning needs.

- *A/B schedules*
 - *Alternating Days:* Group A Students -- Monday/Wednesday and Group B Students -- Tuesday/Thursday; Friday – distance learning for all students, professional learning for staff, ‘off’ day and extend school year (districts set school calendars); using certification flexibility to relocate teachers as needed and allowable
 - *Alternating Weeks:* Group A Students – Week 1 and Group B Students Week 2; using certification flexibility to relocate teachers as needed and allowable
 - *Half Days:* AM/PM Schedule – prioritize students on free and reduced breakfast for AM section; shared lunch; end of the day meal for PM students; using certification flexibility to relocate teachers as needed and allowable
- *Targeted Distance/Remote Learning*
 - *Elementary Face-to-Face with Secondary Distance Learning:* Prioritize 6-12 or 9-12 for continuous distance learning while other students have access to face-to-face instruction spread out across unused schools and classrooms; using certification flexibility to relocate teachers as needed and allowable; see *Serving Meals under Substantial Spread* for preparing/delivering school meals for students who are remote learning.

- Target interventions and supports:
 - Provide additional instructional supports to:
 - students at-risk of not graduating on time
 - students with disabilities (compensatory services)
 - students who struggled in the prior distance/remote learning environment (i.e. early grades, English Learners, etc.)
 - other students identified as being behind academically by teachers and parents.
 - Identify essential concepts/skills grade levels and provide access to enrichment (fine arts, music, world language, CTAE, computer science, AP/IB, dual enrollment, physical education/play, STEM/STEAM, etc.)
- Address learning loss:
 - Provide extended learning opportunities as appropriate.
- Prepare for potential future distance/remote learning by increasing current blended learning:
 - Develop a digital learning plan
 - Integrate virtual learning practices:
 - digitizing lessons
 - requiring a certain number of online assignments for each grading period
 - Provide virtual learning-specific professional development for educators:

Protecting Vulnerable Populations¹



¹ **Vulnerable Populations** -- Individuals over 65 and/or individuals with serious underlying health conditions, including high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune system is compromised such as by chemotherapy for cancer and other conditions requiring such therapy.

School buildings are closed.

See *Entering School Buildings* for district/school staff guidance.

District/School Considerations:

- Employ additional nurses, health care aides, and full-time substitute employees

Society for Human Resources Management (SHRM)

- [Employment FAQ](#)
- [What to Do When Scared Workers Don't Report to Work Due to COVID-19](#)
- [Where can I find government and other reliable resources for workplace issues related to the coronavirus?](#)

National Association of School Nurses

- [Role of school nurses, providing care, and participating in return to school planning](#)

District/School Considerations:

- Survey at-risk staff members to gauge their intentions in returning to work while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws
- Survey families with vulnerable children to gauge their intentions in returning to a traditional school setting while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws
- Provide remote/distance learning opportunities for vulnerable student populations in consultation with parents and public health officials
- Consult with local board attorneys and district human resources officials to offer special accommodations (such as an alternative teaching assignment) for personnel who are members of vulnerable populations
- Adhere to FERPA and HIPPA requirements
- Adhere to state and federal employment law and extended leave allowances
- Offer an Employee Assistance Program to all staff members

District/School Considerations:

- Implement standard operating procedures while taking preventative measures such as:
 - Establish a point-of-contact with the local health department
 - Identify local COVID-19 testing sites
 - Provide hand sanitizer for students and staff
 - Provide PPE to vulnerable students and staff as appropriate
 - Allow vulnerable students to complete their coursework virtually
 - Allow vulnerable students and staff to wear PPE throughout the school day (to the extent practicable)
 - Establish a process for regular check-ins with vulnerable students and staff
 - Allow an early transition for vulnerable students to go to classes
 - Limit large group gatherings/ Interactions for vulnerable students and staff

When a Child, Staff Member, or Visitor Becomes Sick at School



District/School Considerations:

- Work with school administrators, school nurses, and other healthcare providers to identify an isolation room or area to separate anyone who exhibits COVID-like symptoms.
- School nurses and other healthcare providers should use *Standard and Transmission-Based Precautions* when caring for sick people. See: *What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID19 Infection*
- Establish procedures for safely transporting anyone who is sick home or to a healthcare facility.
- Notify local health officials, staff, and families immediately of a possible case while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.
- Close off areas used by a sick person and do not use before cleaning and disinfection. Wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours, wait as long as possible. Ensure safe and correct application of disinfectants and keep disinfectant products away from children.
- Advise sick staff members and children not to return until they have met state DPH criteria to discontinue home isolation
- Inform those who have had close contact to a person diagnosed with COVID-19 to stay home and follow state DPH guidance if symptoms develop. If a person does not have symptoms, follow appropriate state DPH guidance for home quarantine.

CDC Guidance

- [Symptoms of Coronavirus](#)
- [What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection](#)
- [Standard Precautions](#)
- [Transmission-based Precautions](#)

